



**VIRGIN ISLANDS NATIONAL GUARD
JOINT FORCE HEADQUARTERS
4031 LA GRANDE PRINCESSE, LOT 1B
CHRISTIANSTED, ST. CROIX, USVI 00820-4353**

NATIONWIDE

Announcement # 19-10

INFORMATION TECHNOLOGY SPECIALIST (DATAMGT)

Opening Date: 26 April, 2010

Closing Date: OPEN UNTIL FILL

Position:

Information Technology
Specialist (DATAMGT)

Series/Grade

GS-2210-09

Salary Range:

GS-09-\$55,994.00-\$72,786.00
Plus 20.94% COLA
4.72 % LOCALITY

Military Requirements:

ENL: E4-E-7
MOS: 25B, 3C0X1

Position Description#:

90046E00

Location:

USPFO Data Processing Center
Kingshill VI 00850-9731

Type of Appointment:

EXCEPTED

Selecting Official: CW2 Avenel Macedon Supervisor IT.

Area of Consideration:

Current Virgin Islands National Guard Military Technician and current members of the Virgin Islands National Guard.

NOTE: Virgin Islands Air National Guard personnel must be eligible to acquire membership in the Army National Guard in an available and compatible military grade for the excepted technician position.

Brief Description of Duties:

This position is located in the Information Management Division of the United States Property & Fiscal Office of the Virgin Islands National Guard. Its purpose is to serve as a member of a team of database managers receiving guidance from the team leader. The incumbent provides guidance to subordinates and team leadership to non-dual status (NDS) and dual status (DS) employee. The incumbent plans, organizes manages, and performs duties necessary to accomplish command, control, communications and computers (C4) functions in support of programs essential to state information management daily operations, training and readiness

missions. Fosters an environment conducive to teamwork among service providers and customers in meeting state C4 requirements. Modifies the storage structure and correlation between databases. Assist in administering multiple DBMS software designs (e.g., Oracle, Informix, Sybase, and MS-Access) in support of required functions. Analyzes DBMS operations to identify bottlenecks and takes action to resolve problems and ensure consistency. Installs new applications and establishes user access. Recommends updates and changes to new and/or existing DBMS applications. Resolves a wide variety of system problems caused by data errors, user errors, hardware malfunctions and program errors. Traces and isolates hardware and/or software problems. Reviews security protocols to ensure authorized access and integrity of the DBMS. Assists in determining equipment demands, number and kinds of records, tables, communication needs, procedures to obtain and organize information and interfaces with other systems. Provides technical guidance in the use of DBMS query languages. Assures the quality and efficiency of multiple DBMS systems by enforcing the prescribed DBMS standards. Performs other duties as assigned.

THE VIRGIN ISLANDS NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER.

All qualified applicants will receive consideration for appointment without regard to political, religious, or labor organization affiliation or non-affiliation, marital status, race, color, sex, national origin, age, or any other job related factor.

QUALIFICATIONS

General Experience:

Tactical, analytical, supervisory, or administrative experience which has demonstrated the candidates ability to analyze problems of organization, workforce, information requirements, etc. and provide systematic solutions; and the ability to deal satisfactorily with others

Specialized Experience:

Applicant must have the following specialized experience: Twenty four (24) months to qualify for the GS-09 directly related to the position being filled to qualify, which demonstrates the knowledge, skills and abilities (KSAs) required for the position.

APPLICANTS WHO MEET THE ELIGIBILITY REQUIREMENTS WILL BE FURTHER EVALUATED BASED ON THE FOLLOWING KNOWLEDGE, SKILLS AND ABILITIES (KSAs) WHICH ARE CONSIDERED ESSENTIAL TO PERFORM THE DUTIES AND RESPONSIBILITIES OF THIS POSITION.

Applicant must address each KSA on a separate sheet of paper. Stating when, where and how obtain either through experience, education or training. Failure to submit this information may affect your ranking for referral for this position.

- Knowledge of basic RDBMS design concepts and data management methods.
- Skill in applying programming methods and techniques to specific assignments.
- Knowledge of and skill in backing up and recovering failed database systems.
- Knowledge of the operating systems and platforms in use by the customer organizations.
- Knowledge of and skill in using commonly used data query languages to create data retrieval reports and manipulate data to meet the customers' need.

- Knowledge of ADP standards, policies and techniques approved for use in the state.
- Knowledge of and skill in applying established security measures to ensure the integrity of systems.

DESCRIPTION OF WORK


Describe your duties, responsibilities and accomplishments. **If you describe more than one type of work, write the approximate time period in each.** Please enter the month, day and year for each period. Omission of these requirements can result in disqualification of your application.

TO APPLY: Mail Optional Form 612, or Resume to Joint Forces Headquarters, ATTN: HRO (SSG Williams) 4031 La Grande Princesse, Lot 1B, Christiansted, VI 00820-4353. Applications must include all necessary information required on the vacancy announcement. MOS/SSI and rank must be indicated on application. Verification on non-flagging action MUST be included. Applications post marked or hand delivered to the HRO after the closing date will not be considered. Business hours are 0800-1700, Monday thru Friday. All applications will be retained for our records.

CONDITION OF EMPLOYMENT AND MILITARY REQUIREMENTS

1. Wearing of military uniform is a requirement. Acceptance of this position constitutes concurrence with this requirement and is a condition of continuation of employment.
2. As a condition of employment, selectee must be able to acquire security clearance, as required.
3. Failure to complete NGB prescribed courses at the National Guard Professional Education Center (PEC) within the first year of employment may be cause for reassignment to another full-time position or termination from full-time employment unless there are extenuating circumstances that preclude the full-time member from course attendance.
4. Selectee must enroll in electronic fund transfer (EFT) upon appointment.
5. If applicant's record is flagged, individual will be barred from favorable personnel action. Verification of non-flagging action must be included with package.
6. This position requires a compatible military assignment as follows:, Enlisted: E4 thru E7; MOS 25B 3C0X1
7. Permanent Change of Station (PCS) is not authorized for this position.

FOR THE ADJUTANT GENERAL:


 KAI A. SCHIANG
 LTC, GS
 Human Resources Officer